



## Instructions on How to Delete Unnecessary Variants

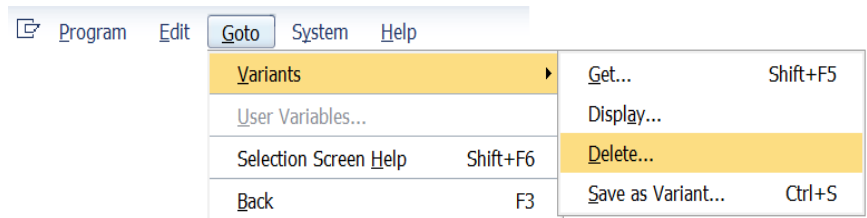



If you need to delete a variant that you have created (possibly the variant is incorrect, or even the need for the variant has been eliminated), follow the steps below. Please note, this task can be completed from the selection screen of any report in which you have saved variants. You must navigate to the necessary transaction to begin this process.

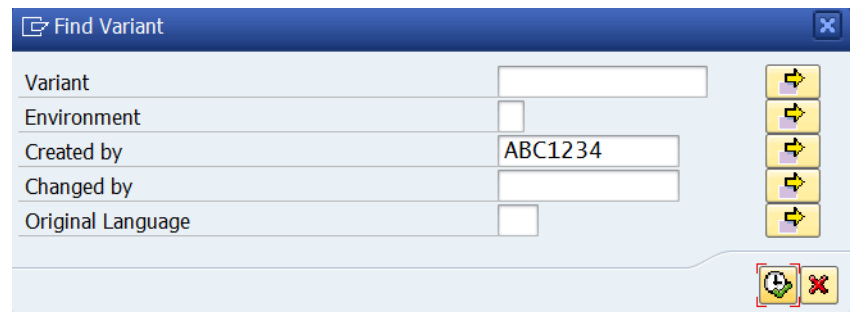
1. From the selection screen of the report of your choice, select **Go to** from the top menu bar.




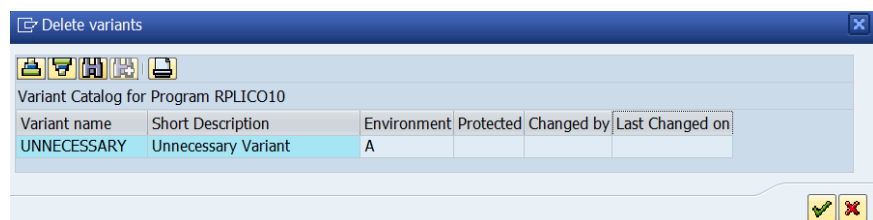
2. Select **Variants** to open additional menu options.
3. Select **Delete...** to open the **Find Variant** window.




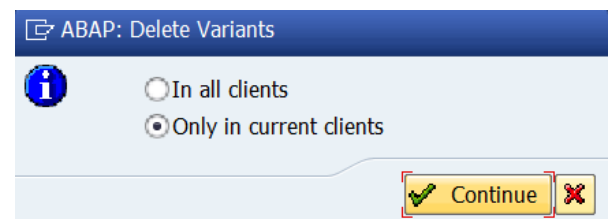
4. From the **Find Variant** window, enter the user's Employee ID in the **Created By** field and select the **Execute** icon  or press **F8** to locate any variants saved by the user.




5. The **Delete Variants** window displays containing any variants saved by the designated user. Select the variant necessary to delete and select .



6. The **ABAP: Delete Variants** window will appear. Select the radio button next to **Only in Current Clients** and then select **Continue** .



7. The **Delete Variant** window will appear.  
To confirm deletion, select **Yes**.
8. The variant has been deleted. Click the **Back** button  or press **F3** to exit the report.

